

ORDER FOR SUPPLIES OR SERVICES

PAGE OF PAGES

1 9

IMPORTANT. Mark all packages and papers with contract and/or order numbers.

1 DATE OF ORDER 06/30/2015		2 CONTRACT NO (If any) EP-W-14-020		6 SHIP TO a NAME OF CONSIGNEE Wallace Powell	
3 ORDER NO 0049		4 REQUISITION/REFERENCE NO PR-OGC-15-00029			
5 ISSUING OFFICE (Address correspondence to) HPOD US Environmental Protection Agency Headquarters Procurement Operations Ariel Rios Building 1200 Pennsylvania Avenue, NW Washington DC 20460				b STREET ADDRESS US Environmental Protection Agency Ariel Rios Building 1200 Pennsylvania Avenue, N. W. Mail Code: 3803R	
				c CITY Washington	d STATE DC
				e ZIP CODE 20460	
7 TO NA				f SHIP VIA	
a NAME OF CONTRACTOR				8 TYPE OF ORDER	
b COMPANY NAME				<input type="checkbox"/> a PURCHASE REFERENCE YOUR Please furnish the following on the terms and conditions specified on both sides of this order and on the attached sheet, if any, including delivery as indicated.	
c STREET ADDRESS 4300 FAIR LAKES COURT				<input checked="" type="checkbox"/> b DELIVERY Except for billing instructions on the reverse, this delivery order is subject to instructions contained on this side only of this form and is issued subject to the terms and conditions of the above-numbered contract.	
d CITY FAIRFAX		e STATE VA	f ZIP CODE 220334232		
9 ACCOUNTING AND APPROPRIATION DATA See Schedule				10 REQUISITIONING OFFICE HPOD	
11 BUSINESS CLASSIFICATION (Check appropriate box(es))					
<input type="checkbox"/> a SMALL <input checked="" type="checkbox"/> b OTHER THAN SMALL <input type="checkbox"/> c DISADVANTAGED <input type="checkbox"/> d WOMEN-OWNED <input type="checkbox"/> e HUBZone <input type="checkbox"/> f SERVICE-DISABLED VETERAN-OWNED <input type="checkbox"/> g WOMEN-OWNED SMALL BUSINESS (WOSB) ELIGIBLE UNDER THE WOSB PROGRAM <input type="checkbox"/> h EDVOSB					
12 FOB POINT Destination					
13 PLACE OF		14 GOVERNMENT B/L NO		15 DELIVER TO F O B POINT ON OR BEFORE (Date)	
a INSPECTION	b ACCEPTANCE				

17. SCHEDULE (See reverse for Rejections)

ITEM NO (a)	SUPPLIES OR SERVICES (b)	QUANTITY ORDERED (c)	UNIT (d)	UNIT PRICE (e)	AMOUNT (f)	QUANTITY ACCEPTED (g)
	DUNS Number: 097779698 The purpose of this Task Order is to procure the services of SRA to perform the duties as outlined in the Statement of Work. A Work Plan and Cost Estimate is due within ten business days from the date of Continued ...					
18 SHIPPING POINT		19 GROSS SHIPPING WEIGHT		20 INVOICE NO		17(h) TOTAL (Cont pages)
21 MAIL INVOICE TO						
a NAME RTP Finance Center		\$5,000.00				17(i) GRAND TOTAL
b STREET ADDRESS (or P O Box) US Environmental Protection Agency RTP-Finance Center Mail Drop D143-02 109 TW Alexander Drive		\$5,000.00				
c CITY Durham		d STATE NC	e ZIP CODE 27711			

22 UNITED STATES OF
AMERICA BY (Signature)

23 NAME (Typed)
Patrice L. Cunningham
TITLE CONTRACTING/ORDERING OFFICER

**ORDER FOR SUPPLIES OR SERVICES
SCHEDULE - CONTINUATION**

PAGE NO

2

IMPORTANT: Mark all packages and papers with contract and/or order numbers

DATE OF ORDER 06/30/2015
CONTRACT NO EP-W-14-020

ORDER NO
0049

ITEM NO (a)	SUPPLIES/SERVICES (b)	QUANTITY ORDERED (c)	UNIT (d)	UNIT PRICE (e)	AMOUNT (f)	QUANTITY ACCEPTED (g)
0001	<p>this Order. TOCOR: Wallace Powell Max Expire Date: 03/31/2016 Admin Office: HPOD US Environmental Protection Agency Headquarters Procurement Operations Ariel Rios Building 1200 Pennsylvania Avenue, NW Washington DC 20460 Period of Performance: 06/30/2015 to 01/01/2016</p> <p>Task Order Funding</p> <p>Accounting Info: 15-16-B-39D-ZZZNE4-2504-1539D5C010-001 BFY: 15 EFY: 16 Fund: B Budget Org: 39D Program (PRC): ZZZNE4 Budget (BOC): 2504 DCN - Line ID: 1539D5C010-001 Funding Flag: Complete Funded: \$5,000.00</p> <p>The obligated amount of award: \$5,000.00. The total for this award is shown in box 17(i).</p>				5,000.00	

TOTAL CARRIED FORWARD TO 1ST PAGE (ITEM 17(H))

\$5,000.00

AUTHORIZED FOR LOCAL REPRODUCTION
PREVIOUS EDITION NOT USABLE

OPTIONAL FORM 348 (Rev. 4-2006)
Prescribed by GSA FAR (48 CFR) 53.213-7

**US Environmental Protection Agency
Office of Chemical Safety and Pollution Prevention
Office of Pesticides**

STATEMENT OF WORK

Meeting Design and Facilitation for a Disinfection Hierarchy Stakeholder Workshop

ABSTRACT:

The purpose of this task order is to assist in the planning and facilitation of a one-day workshop on "Disinfection Hierarchy" for the U.S. Environmental Protection Agency's (EPA) Office of Pesticide Programs (OPP), in support of receiving stakeholder participation and input on the potential application of the use of disinfection hierarchy in registering antimicrobial pesticide products. Specifically, OPP requires a dispute resolution professional to act as a facilitator for a one-day Disinfection Hierarchy Stakeholder Workshop. The workshop is to be held on Wednesday, October 7th, 2015, from 8:30am to 5:00pm, at the Agency's Potomac Yard South Building located in Arlington, VA. This task order is to be funded by OPP.

I. BACKGROUND

Antimicrobial pesticides are substances or mixtures of substances used to eliminate or suppress the growth of harmful microorganisms (e.g., bacteria, viruses, and fungi) on inanimate objects and surfaces. The mission of the Office of Chemical Safety and Pollution Prevention's (OCSPP) OPP under the authority of the Federal Insecticide, Fungicide, and Rodenticide Act (FIFRA) includes protecting public health and the environment by ensuring pesticides are considered safe and available for use in the United States. The Antimicrobials Division (AD) within OPP is charged with registering and amending antimicrobial pesticides used against various pathogenic organisms that may pose a threat to human health. This includes products used to sanitize, disinfect, and sterilize hard, non-porous surfaces located within households, hospitals, institutions and commercial facilities. Under FIFRA, the registrant of an antimicrobial product with a public health claim is required to submit efficacy data to EPA in support of the product's registration.

In practice, EPA follows a microbiological hierarchy approach (see attached white paper for more detailed information) that groups microorganisms based on their presumed capacity to survive disinfection treatments on hard, non-porous surfaces and categorizes microorganisms from those considered least resistant to most resistant (e.g. enveloped viruses to bacterial spores). Then, the next step is for the pesticide registrant to decide what level of performance they desire for their product registration (e.g., limited spectrum disinfectant, broad spectrum disinfectant, hospital disinfectant, tuberculocidal, virucidal, sporicidal) which are also based on a labeling hierarchical approach using a combination of human pathogens and surrogate microorganisms as test microbes with a presumed range of tolerance to antimicrobials. Currently, each organism (viral and bacterial) is required to be tested individually in order to receive a label claim against that specific pathogen.

OPP is considering adopting a modified approach to the current disinfection hierarchy for use in registering antimicrobial pesticide products. Under this approach, demonstrated efficacy against a surrogate (or group of surrogate) organisms would enable claims against lower-tiered organisms eliminating the need to test against each individual organism. OPP's goals are to: (1) increase the efficiency of and lower costs associated with registering antimicrobial pesticides while maintaining a high level of public health protection and (2) provide expedient guidance to health care officials and the public on the most effective type of registered antimicrobial products on the market to use against an emerging pathogen.

The Disinfection Hierarchy Stakeholder Workshop will provide a forum for stakeholders to: (a) discuss advantages and disadvantages of the potential application of a new hierarchy approach, (b) discuss scientific issues that may present challenges for future adoption of such a strategy and (c) share ideas on how to address these issues. The stakeholders being invited include members of the Consumer Specialty Products Association (CSPA) and the American Chemistry Council Biocides (ACC) groups. Members of other regulatory agencies (i.e., CDC, CDPR, FDA, and PMRA) will be invited to share their perspectives on the disinfection hierarchy with representatives from industry, and various infection prevention organizations.

The facilitator will need demonstrated experience facilitating discussions among stakeholders to encourage productive dialogue and strategy building. The facilitator will need to have experience dealing with strongly opinionated people and the ability to handle the possibility of controversial discussion(s) surrounding this topic. A facilitator with knowledge of the topic would be desirable. The facilitator will need expertise in creating an even-handed and transparent process that will facilitate meaningful dialogue on contentious issues. The preliminary meeting agenda provides several focus areas for discussion including the use of surrogate microbes, physical and chemical factors impacting the hierarchy, and application of the hierarchical approach for emerging pathogens. The workshop is expected to be held on October 7th, 2015 at the Agency's Potomac Yards South Building in Arlington, VA. It will be structured as panel-based discussions centered on the aforementioned, as well as other specific identified issues. (Please see attached draft White Paper for more detailed background information.)

II. SCOPE OF WORK – TASKS

Task 1. Preliminary Work

1. The Contractor shall select a senior dispute resolution professional(s) to act as convener(s) and facilitator(s) for this project in consultation with the Project Officer (PO) and Task Order Contracting Officer Representative (TOCOR). The dispute resolution professional shall have the following experience, skills, knowledge or educational background:

- Meeting planning and facilitation skills
- An understanding of biological/environmental issues
- Oral and written communication skills

2. The contractor shall meet with the EPA COR, TOCOR and members of the team to discuss substantive and procedural issues and define potentially involved interests and parties.
3. The contractor shall submit a work plan in accordance with the requirements of this contract. The workplan shall include procedures for substitution of labor categories in the event of temporary or permanent personnel changes.
4. The prime contractor shall be responsible for oversight of deliverables on this Task Order and shall be responsible for transmission of monthly reports and invoices as required by the contract. No monthly report will be required in months with no substantive work.
5. The Contractor shall communicate with the EPA COR and TOCOR within five days after receipt of the task order request to determine whether a meeting is appropriate prior to submission of the work plan.

Task 2. Preparation for Workshop

In preparation for the workshop, the EPA TOCOR expects that there will be at least 2 in person scoping meetings with the facilitator for no more than 2 hours in Arlington VA, and 3 conference calls or web meetings for no more than 1 hour each with the facilitator. In addition, 2 to 4 scoping meetings may be necessary with the facilitator, during preparation for the workshop and up to the day of the workshop.

1. The contractor shall have the facilitator meet with the EPA TOCOR, EPA technical lead and team members to discuss the design and schedule for the workshop. The contractor shall have the facilitator read background material provided by the TOCOR in preparation for facilitation of the meetings. At this meeting the government representatives shall provide more detailed information with regard to the goals and outcomes expected of the process, list of potential parties to be included in the process, a list of issues to be addressed through the process and history of involvement of the parties in previous or continuing dialogues.
2. The contractor shall have the facilitator communicate in person, by phone or in writing with the EPA TOCOR, technical lead and team members between scheduled meetings to ensure that issues and concerns have been communicated accurately and that participants are adequately prepared for the next meeting. The contractor and facilitator shall keep confidential that information which parties specify as confidential. The contractor or facilitator may also be asked to provide advice and feedback on materials and strategies for the workshop.
3. The contractor shall have the facilitator assist the TOCOR in revising EPA's existing draft agenda for the workshop based on comments received from stakeholders.

4. The Contractor shall have the facilitator conduct interviews with an EPA pool of potential panel candidates, as well as key stakeholders before the workshop. The Contractor shall have the facilitator provide the EPA TOCOR with recommendations and help the TOCOR select panel members with varying viewpoints for each of the workshop sessions (see draft agenda).
5. The contractor shall have the facilitator assist the TOCOR and all relevant parties in the modification of the existing draft agenda which the Agency will be receiving comments on during preparation for the workshop. Upon receipt and incorporation of PO and TOCOR final comment(s) and approval of the final agenda, the contractor or facilitator shall distribute the final agenda to the TOCOR, panel members and other participants.
6. The Contractor shall provide logistical support to the EPA TOCOR up to and including the day of the Disinfection Hierarchy Stakeholder Workshop, including (but not limited to):
 - Online Registration of attendees
 - Develop a draft and final list of registered attendees for the workshop
 - Final copying and distribution of meeting Agenda and materials
 - Preparation of name tags/badges and sign-in sheets
 - Greeting and welcoming participants as they arrive for the workshop

Task 3. Facilitation

1. The contractor shall have the facilitator facilitate the meeting. The facilitator shall assist participants in articulating their interests, identifying areas of agreement, and developing solutions to the issues discussed. The facilitator shall keep the parties talking, listening, and moving--as much as possible-- towards the goal of the process. THE FACILITATOR SHALL NOT TAKE A POSITION ON THE MERITS NOR RECOMMEND TO THE PARTIES WHAT THE SUBSTANTIVE RESOLUTION OF AN ISSUE SHOULD BE.

Task 4. Meeting Summary

1. The contractor with input from the facilitator shall develop and provide a draft meeting summary within two weeks after the date of the workshop and provide to the EPA TOCOR and team members by way of a follow-up discussion via in person or by phone. The meeting summary is limited to major areas of discussion, action items and next steps, and should capture key points and conclusions from the workshop.
2. The contractor shall furnish a draft final report of the effort to the PO (one copy) and TOCOR (one copy). All materials will be prepared in DRAFT form, then final after EPA comments are received. The final report may be submitted in electronic format if the TOCOR agrees. The contents shall include:

- (a) A two page executive summary of the project including the background, the issues discussed, the proposed resolutions of the issues discussed at the meeting, the parties involved and follow-up activities to be accomplished. The contractor shall include any graphics that are useful in describing the activities of the participants or the accomplishments of the group.
 - (b) A half page public statement of the background and accomplishments of the workshop derived from the information above.
 - (c) Copies of or references to web url locations for documents compiled by or agreed upon by the group (ground rules, agreements, statements, fact sheets, etc.)
 - (d) Mailing list for the participants or interested parties;
 - (e) A process reflection by the facilitator summarizing results of the effort, analysis of issues and balance of parties, lessons learned, and recommendation(s) for improvements in the process. The contractor shall include a description of what the facilitator did as facilitator to contribute to the success of the project.
3. The PO and TOCOR will review the draft final report and provide comments and revisions as necessary. The contractor with input from the facilitator will prepare the final report incorporating their comments and revisions. This report shall also list conflict prevention and resolution capacity building activities that occurred during the workshop. The contractor shall provide 1 copy of the final report to the Project Officer, 1 copy to the Task Order Project Officer, and one copy to each party involved in the process as a member or observer.
 4. As directed by the TOCOR, the contractor shall have the facilitator participate in a post-process debriefing with EPA officials, including the PO, TOCOR and Technical Directive and relevant EPA management, to discuss lessons learned and next steps.

III. WORK APPROACH

A. ADR and Public Participation Best Practices:

The Contractor shall approach this task in accordance with terms of the basic contract and according to the established norms and ethical standards of ADR professionals.

Based on EPA's evaluation of a large number of ADR cases, the Agency has determined that the following practices are significantly related to positive substantive, relational, and procedural outcomes from ADR cases. The contractor shall ensure that this direction is provided to ADR professionals providing services under this task order:

- Prior to the mediation or facilitation and throughout the process, the ADR professional shall inquire about whether individual participants have the time, financial, and logistical resources necessary to participate effectively in the process and -- where resources are

inadequate -- assist them in identifying appropriate resources or in making necessary adjustments to the process to accommodate resource constraints.

- The ADR professional shall assist the participants in identifying the issues that are important to resolving any controversy and solutions that will address the needs shared by the participants.
- The ADR professional shall conduct the process to promote active engagement from all participants.
- The ADR professional shall explore with the participants appropriate ways to incorporate high quality and relevant information resources necessary to resolve the issues.
- To support productive dialogue and effective implementation of any agreements reached by the participants, the ADR professional shall ensure that participants have appropriate authority to make commitments on behalf of their organizations.

B. Ethical Codes of Conduct:

The Contractor shall ensure that ADR professionals serving as neutral third parties under this contract receive information about and perform in accordance with ethical codes applicable to the practice of dispute resolution professionals. Relevant examples of ethical codes include those adopted by:

- the American Arbitration Association, American Bar Association, Association for Conflict Resolution:
([http://www.acrnet.org/uploadedFiles/Practitioner/ModelStandardsOfConductforMediatorFINAL05\(1\)\(1\).pdf](http://www.acrnet.org/uploadedFiles/Practitioner/ModelStandardsOfConductforMediatorFINAL05(1)(1).pdf))
- the International Association of Facilitators: (<http://www.iaf-world.org/aboutiaf/CodeofEthics.aspx>)
- the International Association for Public Participation:
(<http://iap2.affiniscap.com/displaycommon.cfm?an=1&subarticlenbr=8>)

C. Confidentiality

All parties to this task order acknowledge that the confidentiality provisions of the Administrative Dispute Resolution Act, 5 U.S.C. Section 574 shall govern the contractor's alternative dispute resolution activities (if any) under this task order.

D. Contractor Representation

In gathering information or performing tasks with parties outside the EPA, the contractor will identify him/herself as a contractor to EPA, not an EPA employee.

The Contractor shall provide input or make recommendations based on the information gathered, however, decisions on all substantive issues will be made by EPA. THE CONTRACTOR SHALL NOT INTERPRET EPA POLICY ON BEHALF OF EPA NOR MAKE DECISIONS ON ITEMS OF POLICY, REGULATION OR STATUTE. THE CONTRACTOR SHALL NOT TAKE A STAND ON THE MERITS OF SUBSTANTIVE ITEMS UNDER DISCUSSION.

E. Status Notifications:

THE CONTRACTOR SHALL NOTIFY THE EPA PROJECT OFFICER AND PROGRAM OFFICE CONTACT WHEN 75% OF THE FUNDS PROVIDED HAVE BEEN EXPENDED OR WHEN FUNDING FOR LESS THAN 6 WEEKS WORK REMAINS. The Contractor shall also notify the TOPO when 75% of the funds have been used on any single case assignment. Notifications shall be in writing and cc to the Project Officer.

F. Task Order Procedures, Constraints and Disclaimers

If out of town travel is required to accomplish the tasks under this task order, the contractor shall obtain advance approval for that trip and its costs in writing from the TOCOR, ATOCOR and/or the PO. To the extent possible, the contractor's per diem costs shall be within allowable limits set by GSA.

This task order is not funded by multiple appropriations. This task order does not provide for training of contractor personnel, provision of Government Furnished Property or Accountable Personal Property, leased items or property or IT products or services. The SOW does not include any tasks that are inherently governmental in nature or provide personal services. The SOW does not anticipate transferring or developing Confidential Business Information or Personally Identifiable Information to the contractor. This project will not involve collection of environmental data and so is not subject to needing an EPA Quality Assurance Plan. Printing shall be in accordance with limitations of the contract. This project does not involve the service provider conducting surveys, data collection or questionnaires. Development of communications products as a result of activities on this task order will be in compliance with EPA's Policy and Implementation Guide for Communications Product Development and Approval found at [HTTP://www.epa.gov/productreview/guide/index.html](http://www.epa.gov/productreview/guide/index.html).

The Contractor is directed to conduct Conflict of Interest checks and provide this information as a part of the Work Plan for TOCOR review and CO approval.

IV. REPORTS AND DELIVERABLES

The Contractor shall provide EPA all reports in accordance with the contract. The Contractor shall provide a work plan within the schedule provided in the contract and set out below.

Copies of all reports, meeting notices, agenda, summaries and any other written deliverables shall be sent to both the COR and the TOCOR listed below electronically. If oral briefings are scheduled for EPA staff, the COR shall be notified in time to attend.

All reports shall be provided first in draft form. Upon receipt of comment from the TOCOR, the Contractor shall revise the report and distribute final copies as stated in the Scope of Work.

Submission dates for Transmittals may be changed via written Technical Direction from the TOCOR. Submission dates for Deliverables may only be changed via modification issued by the Contracting Officer.

Deliverables	Due Date
Work Plan	10 days from T.O. issuance
Facilitation Plan	14 days after initial meeting with facilitator
Revised Agenda	7 days after technical direction from the EPA TOCOR
Recommendations for Panel Members	Between July 7 through 23, 2015 (as determined by the EPA TOCOR)
Draft Final Agenda	7 days after technical direction from EPA TOCOR
Final Agenda and Draft List of Registered Attendees	14 days before the workshop (September 23, 2015)
Final list of Registered Attendees (for those attendees that register late)	By Monday, Oct 5, 2015
Draft Meeting Summary	14 days after workshop completion
Draft Final Report	14 days after final comments are provided by the EPA TOCOR on the draft meeting summary
Final Report	14 days after TOCOR provides comments on draft final report
Scoping Meetings	Ongoing

V. EPA CONTACTS

EPA Task Order Contracting Officer Representative (TOCOR):

Name: Wallace Powell

Mailing Address: 1200 Pennsylvania Avenue, N.W. (7510P) Wash., D.C. 20460

Phone: (703) 308-6407

Fax: (703) 308-8481

Email: powell.wallace@epa.gov

Delivery: (if different from mailing)

Alternate TOCOR:

Name:

Mailing Address:

Phone:

Fax:

Email:

Delivery: (if different from mailing)

Supervisor of TOCOR:

Name: Emily Mitchell

Mailing Address: 1200 Pennsylvania Avenue, N.W., (7510P) Wash., D.C. 20460

Phone: (703) 308-8583

Fax: (703) 308-8481

Email: mitchell.emily@epa.gov

Delivery: (if different from mailing)

Project Technical Contact *(if any for substantive information, not for contractual technical direction)*

Name: Emily Mitchell

Mailing Address: 1200 Pennsylvania Avenue, N.W., (7510P) Wash., D.C. 20460

Phone: (703) 308-8583
Fax: (703) 308-8481
Email: mitchell.emily@epa.gov

EPA Project Officer:
Deborah Dalton/Terry Fenton
Conflict Prevention and Resolution Center (MC-2388A)
Environmental Protection Agency
1200 Pennsylvania Avenue, N.W.
Washington, DC 20460
Phone: (202) 564-2913/202-564-2090 Fax: (202) 501-1715
dalton.deborah@epa.gov / fenton.terry@epa.gov

CPRC contact for this task order *(if any, name of person in CPRC who is involved in project)*

Name:
Conflict Prevention and Resolution Center (MC-2388A)
Environmental Protection Agency
1200 Pennsylvania Avenue, N.W.
Washington, DC 20460
Phone: (202) 564- Fax: (202) 501-1715
Email:

VI. PERIOD OF PERFORMANCE

The period of performance of this task order shall be until January 1, 2016.

VII. LIST OF ATTACHMENTS

1. Disinfection Hierarchy White Paper
2. Draft Workshop Agenda
3. Office Organizational Charts

AMENDMENT OF SOLICITATION/MODIFICATION OF CONTRACT		1 CONTRACT ID CODE		PAGE OF PAGES 1 2	
2 AMENDMENT/MODIFICATION NO 001		3 EFFECTIVE DATE 07/15/2015		4 REQUISITION/PURCHASE REQ NO	
5 PROJECT NO (if applicable)		6 ISSUED BY HPOD US Environmental Protection Agency Headquarters Procurement Operations Ariel Rios Building 1200 Pennsylvania Avenue, NW Washington DC 20460		7 ADMINISTERED BY (if other than Item 6) CODE	
8 NAME AND ADDRESS OF CONTRACTOR (No. street, county, State and ZIP Code) SRA INTERNATIONAL, INC. Attn: NA 4300 FAIR LAKES COURT FAIRFAX VA 220334232		(x) 9A AMENDMENT OF SOLICITATION NO		9B DATED (SEE ITEM 11)	
CODE 097779698		FACILITY CODE		10A MODIFICATION OF CONTRACT/ORDER NO EP-W-14-020 0049 10B DATED (SEE ITEM 13) 06/30/2015	

11. THIS ITEM ONLY APPLIES TO AMENDMENTS OF SOLICITATIONS

☐ The above numbered solicitation is amended as set forth in Item 14. The hour and date specified for receipt of Offers ☐ is extended. ☐ is not extended. Offers must acknowledge receipt of this amendment prior to the hour and date specified in the solicitation or as amended, by one of the following methods: (a) By completing Items 8 and 15, and returning _____ copies of the amendment; (b) By acknowledging receipt of this amendment on each copy of the offer submitted; or (c) By separate letter or telegram which includes a reference to the solicitation and amendment numbers. FAILURE OF YOUR ACKNOWLEDGEMENT TO BE RECEIVED AT THE PLACE DESIGNATED FOR THE RECEIPT OF OFFERS PRIOR TO THE HOUR AND DATE SPECIFIED MAY RESULT IN REJECTION OF YOUR OFFER. If by virtue of this amendment you desire to change an offer already submitted, such change may be made by telegram or letter, provided each telegram or letter makes reference to the solicitation and this amendment, and is received prior to the opening hour and date specified.

12 ACCOUNTING AND APPROPRIATION DATA (if required)

See Schedule

13. THIS ITEM ONLY APPLIES TO MODIFICATION OF CONTRACTS/ORDERS. IT MODIFIES THE CONTRACT/ORDER NO. AS DESCRIBED IN ITEM 14.

CHECK ONE	A THIS CHANGE ORDER IS ISSUED PURSUANT TO (Specify authority) THE CHANGES SET FORTH IN ITEM 14 ARE MADE IN THE CONTRACT ORDER NO IN ITEM 12A
X	B THE ABOVE NUMBERED CONTRACT/ORDER IS MODIFIED TO REFLECT THE ADMINISTRATIVE CHANGES (such as changes in paying office, appropriation date, etc.) SET FORTH IN ITEM 14 PURSUANT TO THE AUTHORITY OF FAR 43.103 b)
	C THIS SUPPLEMENTAL AGREEMENT IS ENTERED INTO PURSUANT TO AUTHORITY OF
	D OTHER (Specify type of modification and authority)

E. IMPORTANT: Contractor ☒ is not. ☐ is required to sign this document and return _____ copies to the issuing office

14 DESCRIPTION OF AMENDMENT/MODIFICATION (Organized by UCF section headings, including solicitation/contract subject matter where feasible)

DUNS Number: 097779698

The purpose of this modification is to clearly state the name of the vendor. Vendor information is shown correctly in Block 8.

TOCOR: Wallace Powell Max Expire Date: 03/31/2016

Payment:

RTP Finance Center

US Environmental Protection Agency

RTP-Finance Center

Mail Drop D143-02

109 TW Alexander Drive

Durham NC 27711

Continued ...

Except as provided herein, all terms and conditions of the document referenced in Item 9A or 10A, as heretofore changed, remains unchanged and in full force and effect

15A NAME AND TITLE OF SIGNER (Type or print)		16A NAME AND TITLE OF CONTRACTING OFFICER (Type or print) Patrice L. Cunningham	
15B CONTRACTOR/OFFEROR (Signature of person authorized to sign)	15C DATE SIGNED	16B UNITED STATES OF AMERICA (Signature of Contracting Officer)	15C DATE SIGNED 07/15/2015

AMENDMENT OF SOLICITATION/MODIFICATION OF CONTRACT		1 CONTRACT ID CODE		PAGE OF PAGES 1 2	
2 AMENDMENT/MODIFICATION NO 002		3 EFFECTIVE DATE 08/19/2015		4 REQUISITION/PURCHASE REQ NO	
5 PROJECT NO (if applicable)		6 ISSUED BY HPD		7 ADMINISTERED BY (If other than item 6) CODE	
8 NAME AND ADDRESS OF CONTRACTOR (No., street, county, State and Z.P. Code) SRA INTERNATIONAL, INC. Attn: FLORIDA HENDRICKS 4300 FAIR LAKES COURT FAIRFAX VA 220334232		(x) 9A AMENDMENT OF SOLICITATION NO		9B DATED (SEE ITEM 11)	
CODE 097779698 FACILITY CODE		X 10A MODIFICATION OF CONTRACT/ORDER NO EP-W-14-020 0049		10B DATED (SEE ITEM 13) 06/30/2015	

11. THIS ITEM ONLY APPLIES TO AMENDMENTS OF SOLICITATIONS

☐ The above numbered solicitation is amended as set forth in Item 14. The hour and date specified for receipt of Offers ☐ is extended. ☐ is not extended. Offers must acknowledge receipt of this amendment prior to the hour and date specified in the solicitation or as amended, by one of the following methods: (a) By completing Items 8 and 15, and returning _____ copies of the amendment; (b) By acknowledging receipt of this amendment on each copy of the offer submitted; or (c) By separate letter or telegram which includes a reference to the solicitation and amendment numbers. FAILURE OF YOUR ACKNOWLEDGEMENT TO BE RECEIVED AT THE PLACE DESIGNATED FOR THE RECEIPT OF OFFERS PRIOR TO THE HOUR AND DATE SPECIFIED MAY RESULT IN REJECTION OF YOUR OFFER. If by virtue of this amendment you desire to change an offer already submitted, such change may be made by telegram or letter, provided each telegram or letter makes reference to the solicitation and this amendment, and is received prior to the opening hour and date specified.

12 ACCOUNTING AND APPROPRIATION DATA (if required)

See Schedule

13. THIS ITEM ONLY APPLIES TO MODIFICATION OF CONTRACTS/ORDERS. IT MODIFIES THE CONTRACT/ORDER NO. AS DESCRIBED IN ITEM 14.

CHECK ONE	A THIS CHANGE ORDER IS ISSUED PURSUANT TO (Specify authority) THE CHANGES SET FORTH IN ITEM 14 ARE MADE IN THE CONTRACT ORDER NO. IN ITEM 10A
X	B THE ABOVE NUMBERED CONTRACT/ORDER IS MODIFIED TO REFLECT THE ADMINISTRATIVE CHANGES (such as changes in paying office, appropriation date, etc.) SET FORTH IN ITEM 14, PURSUANT TO THE AUTHORITY OF FAR 43.103(b)
	C THIS SUPPLEMENTAL AGREEMENT IS ENTERED INTO PURSUANT TO AUTHORITY OF:
	D OTHER (Specify type of modification and authority)

E. IMPORTANT: Contractor ☐ is not ☒ is required to sign this document and return _____ 1 _____ copies to the issuing office

14 DESCRIPTION OF AMENDMENT/MODIFICATION (Organized by UCF section headings, including solicitation/contract subject matter where feasible)

DUNS Number: 097779698

The purpose of this modification is to approve the Work Plan and Cost Estimate that was submitted the contractor on 7-24 and accepted by the Task Order COTR on 8-11.

This modification also increases the ceiling of this Task Order by \$29,600 which brings the total estimated cost from \$5,000 to \$34,600.

TOCOR: Wallace Powell Max Expire Date: 03/31/2016

LIST OF CHANGES:

Reason for Modification : Funding Only Action

Total Amount for this Modification: \$29,600.00

Continued ...

Except as provided herein, all terms and conditions of the document referenced in Item 9A or 10A, as heretofore changed, remains unchanged and in full force and effect

15A NAME AND TITLE OF SIGNER (Type or print)		16A NAME AND TITLE OF CONTRACTING OFFICER (Type or print) Patrice L. Cunningham	
15B CONTRACTOR/OFFEROR	15C DATE SIGNED	16B UNITED STATES OF AMERICA	16C DATE SIGNED 08/19/2015
(Signature of person authorized to sign)		(Signature of Contracting Officer)	

NSN 7540-01-152-8070
Previous edition unusable

STANDARD FORM 33 (REV. 10-83)
Prescribed by GSA
FAR (48 CFR) 53.243

CONTINUATION SHEET

REFERENCE NO OF DOCUMENT BEING CONTINUED
EP-W-14-020/0049/002PAGE OF
2 2NAME OF OFFEROR OR CONTRACTOR
SEA INTERNATIONAL, INC.

ITEM NO (A)	SUPPLIES/SERVICES (B)	QUANTITY (C)	UNIT (D)	UNIT PRICE (E)	AMOUNT (F)
	<p>New Total Amount for this Version: \$34,600.00 New Total Amount for this Award: \$34,600.00 CHANGES FOR LINE ITEM NUMBER: 1 Total Amount changed from \$5,000.00 to \$34,600.00</p> <p>CHANGES FOR DELIVERY LOCATION: HPOD Amount changed from \$5,000.00 to \$34,600.00</p> <p>CHANGES FOR ACCOUNTING CODE: 15-16-B-39D-ZZZNE4-2504-1539D5C010-001 Percent changed from 0 to 14.45087</p> <p>Delivery Location Code: HPOD Wallace Powell US Environmental Protection Agency Ariel Rios Building 1200 Pennsylvania Avenue, N. W. Mail Code: 3803R Washington DC 20460 USA</p> <p>Payment: RTP Finance Center US Environmental Protection Agency RTP-Finance Center (AA216-01) 109 TW Alexander Drive www2.epa.gov/financial/contracts Durham NC 27711</p> <p>FOB: Destination Period of Performance: 06/30/2015 to 01/01/2016</p>				

AMENDMENT OF SOLICITATION/MODIFICATION OF CONTRACT		1 CONTRACT ID CODE		PAGE OF PAGES 1 2	
2 AMENDMENT/MODIFICATION NO 003		3 EFFECTIVE DATE 09/02/2015		4 REQUISITION/PURCHASE REQ NO PR-OCSPP-15-00293	
5 PROJECT NO (If applicable)		6 ISSUED BY HPOD		7 ADMINISTERED BY (If other than Item 6)	
8 NAME AND ADDRESS OF CONTRACTOR (No. street, county, State and ZIP Code) SRA INTERNATIONAL, INC. Attn: FLORIDA HENDRICKS 4300 FAIR LAKES COURT FAIRFAX VA 220334232		(x) 9A AMENDMENT OF SOLICITATION NO		9B DATED (SEE ITEM 11)	
CODE 097779698		FACILITY CODE		10A MODIFICATION OF CONTRACT/ORDER NO EP-W-14-020 0049	
				10B DATED (SEE ITEM 13) 06/30/2015	

11. THIS ITEM ONLY APPLIES TO AMENDMENTS OF SOLICITATIONS

☐ The above numbered solicitation is amended as set forth in Item 14. The hour and date specified for receipt of Offers ☐ is extended ☐ is not extended
Offers must acknowledge receipt of this amendment prior to the hour and date specified in the solicitation or as amended, by one of the following methods: (a) By completing Items 8 and 15, and returning _____ copies of the amendment, (b) By acknowledging receipt of this amendment on each copy of the offer submitted, or (c) By separate letter or telegram which includes a reference to the solicitation and amendment numbers. FAILURE OF YOUR ACKNOWLEDGEMENT TO BE RECEIVED AT THE PLACE DESIGNATED FOR THE RECEIPT OF OFFERS PRIOR TO THE HOUR AND DATE SPECIFIED MAY RESULT IN REJECTION OF YOUR OFFER. If by virtue of this amendment you desire to change an offer already submitted, such change may be made by telegram or letter, provided each telegram or letter makes reference to the solicitation and this amendment, and is received prior to the opening hour and date specified.

12 ACCOUNTING AND APPROPRIATION DATA (If required) Net Increase: \$25,000.00
See Schedule

13. THIS ITEM ONLY APPLIES TO MODIFICATION OF CONTRACTS/ORDERS. IT MODIFIES THE CONTRACT/ORDER NO. AS DESCRIBED IN ITEM 14.

CHECK ONE	A THIS CHANGE ORDER IS ISSUED PURSUANT TO (Specify authority) THE CHANGES SET FORTH IN ITEM 14 ARE MADE IN THE CONTRACT ORDER NO IN ITEM 10A
	B THE ABOVE NUMBERED CONTRACT/ORDER IS MODIFIED TO REFLECT THE ADMINISTRATIVE CHANGES (such as changes in paying office, appropriation date, etc.) SET FORTH IN ITEM 14, PURSUANT TO THE AUTHORITY OF FAR 43.103(b)
	C THIS SUPPLEMENTAL AGREEMENT IS ENTERED INTO PURSUANT TO AUTHORITY OF
X	D OTHER (Specify type of modification and authority) FAR 52.232-22

E. IMPORTANT: Contractor ☒ is not ☐ is required to sign this document and return _____ copies to the issuing office

14 DESCRIPTION OF AMENDMENT/MODIFICATION (Organized by UCF section headings, including solicitation/contract subject matter where feasible)

DUNS Number: 097779698

The purpose of this modification is to provide incremental funds in the amount of \$25,000 which brings the total obligated amount from \$ 5,000 to \$30,000.

TOCOR: Wallace Powell Max Expire Date: 03/31/2016

LIST OF CHANGES:

Reason for Modification : Funding Only Action

Obligated Amount for this Modification: \$25,000.00

New Total Obligated Amount for this Award: \$30,000.00

Incremental Funded Amount changed: from

\$5,000.00 to \$30,000.00

Continued ...

Except as provided herein, all terms and conditions of the document referenced in Item 9A or 10A, as heretofore changed, remains unchanged and in full force and effect

15A NAME AND TITLE OF SIGNER (Type or print)		16A NAME AND TITLE OF CONTRACTING OFFICER (Type or print) Patrice L. Cunningham	
15B CONTRACTOR/OFFEROR	15C DATE SIGNED	16B UNITED STATES OF AMERICA	16C DATE SIGNED 09/02/2015
(Signature of person authorized to sign)		(Signature of Contracting Officer)	

NSN 7540-01-152-8070
Previous edition unusable

STANDARD FORM 33 (REV 10-83)
Prescribed by GSA
FAR (48 CFR) 53.243

CONTINUATION SHEET

REFERENCE NO OF DOCUMENT BEING CONTINUED

EP-W-14-020/0049/003

PAGE OF

2

2

NAME OF OFFEROR OR CONTRACTOR
SRA INTERNATIONAL, INC.

ITEM NO (A)	SUPPLIES/SERVICES (B)	QUANTITY (C)	UNIT (D)	UNIT PRICE (E)	AMOUNT (F)
	<p>CHANGES FOR LINE ITEM NUMBER: 1 Obligated Amount for this modification: \$25,000.00 Incremental Funded Amount changed from \$5,000.00 to \$30,000.00</p> <p>NEW ACCOUNTING CODE ADDED: Account code: 14-15-B-32P008X-401CJ1-2505-J1X39FM-1532AD0006-001 Beginning Fiscal Year 14 Ending Fiscal Year 15 Fund (Appropriation) B Budget Organization 32P008X Program (PRC) 401CJ1 Budget (BOC) 2505 Job # (Site/Project) QF Cost Organization J1X39FM DCN-LineID 1532AD0006-001 Quantity: 0 Amount: \$25,000.00 Percent: 72.25434 Subject To Funding: N Payment Address: RTP Finance Center US Environmental Protection Agency RTP-Finance Center (AA216-01) 109 TW Alexander Drive www2.epa.gov/financial/contracts Durham NC 27711</p> <p>Delivery Location Code: HPOD Wallace Powell US Environmental Protection Agency Ariel Rios Building 1200 Pennsylvania Avenue, N. W. Mail Code: 3803R Washington DC 20460 USA</p> <p>Payment: RTP Finance Center US Environmental Protection Agency RTP-Finance Center (AA216-01) 109 TW Alexander Drive www2.epa.gov/financial/contracts Durham NC 27711 FOB: Destination Period of Performance: 06/30/2015 to 01/01/2016</p>				

AMENDMENT OF SOLICITATION/MODIFICATION OF CONTRACT		1. CONTRACT ID CODE		PAGE OF PAGES 1 3	
2. AMENDMENT/MODIFICATION NO. 004		3. EFFECTIVE DATE 12/31/2015		4. REQUISITION/PURCHASE REQ. NO. PR-OCSPP-16-00038	
5. PROJECT NO. (If applicable)		6. ISSUED BY HPOD		7. ADMINISTERED BY (If other than Item 6)	
HPOD US Environmental Protection Agency Headquarters Procurement Operations Ariel Rios Building 1200 Pennsylvania Avenue, NW Washington DC 20460		8. NAME AND ADDRESS OF CONTRACTOR (No., street, county, State and ZIP Code) SRA INTERNATIONAL, INC. Attn: FLORIDA HENDRICKS 4300 FAIR LAKES COURT FAIRFAX VA 220334232		9A. AMENDMENT OF SOLICITATION NO. 9B. DATED (SEE ITEM 11)	
CODE 097779698		FACILITY CODE		10A. MODIFICATION OF CONTRACT/ORDER NO. EP-W-14-020 0049 10B. DATED (SEE ITEM 13) 06/30/2015	

11. THIS ITEM ONLY APPLIES TO AMENDMENTS OF SOLICITATIONS

☐ The above numbered solicitation is amended as set forth in Item 14. The hour and date specified for receipt of Offers ☐ is extended, ☐ is not extended.
Offers must acknowledge receipt of this amendment prior to the hour and date specified in the solicitation or as amended, by one of the following methods: (a) By completing Items 8 and 15, and returning _____ copies of the amendment; (b) By acknowledging receipt of this amendment on each copy of the offer submitted; or (c) By separate letter or telegram which includes a reference to the solicitation and amendment numbers. FAILURE OF YOUR ACKNOWLEDGEMENT TO BE RECEIVED AT THE PLACE DESIGNATED FOR THE RECEIPT OF OFFERS PRIOR TO THE HOUR AND DATE SPECIFIED MAY RESULT IN REJECTION OF YOUR OFFER. If by virtue of this amendment you desire to change an offer already submitted, such change may be made by telegram or letter, provided each telegram or letter makes reference to the solicitation and this amendment, and is received prior to the opening hour and date specified.

12. ACCOUNTING AND APPROPRIATION DATA (If required) Net Increase: \$3,500.00
See Schedule

13. THIS ITEM ONLY APPLIES TO MODIFICATION OF CONTRACTS/ORDERS. IT MODIFIES THE CONTRACT/ORDER NO. AS DESCRIBED IN ITEM 14.

CHECK ONE	A. THIS CHANGE ORDER IS ISSUED PURSUANT TO: (Specify authority) THE CHANGES SET FORTH IN ITEM 14 ARE MADE IN THE CONTRACT ORDER NO. IN ITEM 10A.
	B. THE ABOVE NUMBERED CONTRACT/ORDER IS MODIFIED TO REFLECT THE ADMINISTRATIVE CHANGES (such as changes in paying office, appropriation date, etc.) SET FORTH IN ITEM 14, PURSUANT TO THE AUTHORITY OF FAR 43.103(b).
	C. THIS SUPPLEMENTAL AGREEMENT IS ENTERED INTO PURSUANT TO AUTHORITY OF:
X	D. OTHER (Specify type of modification and authority) FAR 52.217-8, 52.232-22

E. IMPORTANT: Contractor ☐ is not, ☒ is required to sign this document and return 1 copies to the issuing office.

14. DESCRIPTION OF AMENDMENT/MODIFICATION (Organized by UCF section headings, including solicitation/contract subject matter where feasible.)

DUNS Number: 097779698

The purpose of this modification is to provide incremental funds in the amount of \$3,500 which brings the total obligated amount from \$30,000 to \$33,500.

This modification also extends the period of performance to Feb 29, 2016.


TOCOR: Wallace Powell Max Expire Date: 02/29/2016

LIST OF CHANGES:

Reason for Modification : Other Administrative Action

Continued ...

Except as provided herein, all terms and conditions of the document referenced in Item 9A or 10A, as heretofore changed, remains unchanged and in full force and effect.

15A. NAME AND TITLE OF SIGNER (Type or print)		16A. NAME AND TITLE OF CONTRACTING OFFICER (Type or print) Patrice L. Cunningham	
15B. CONTRACTOR/OFFEROR (Signature of person authorized to sign)	15C. DATE SIGNED	16B. UNITED STATES OF AMERICA  (Signature of Contracting Officer)	16C. DATE SIGNED 12/31/2015

CONTINUATION SHEET	REFERENCE NO. OF DOCUMENT BEING CONTINUED EP-W-14-020/0049/004	PAGE	OF
		2	3

NAME OF OFFEROR OR CONTRACTOR
SRA INTERNATIONAL, INC.

ITEM NO. (A)	SUPPLIES/SERVICES (B)	QUANTITY (C)	UNIT (D)	UNIT PRICE (E)	AMOUNT (F)
	<p>Period Of Performance End Date changed from 01-JAN-16 to 29-FEB-16 Obligated Amount for this Modification: \$3,500.00 New Total Obligated Amount for this Award: \$33,500.00 Incremental Funded Amount changed: from \$30,000.00 to \$33,500.00 Maximum Potential Expiration Date changed to : 02/29/2016 CHANGES FOR LINE ITEM NUMBER: 1 Obligated Amount for this modification: \$3,500.00 Incremental Funded Amount changed from \$30,000.00 to \$33,500.00</p> <p>NEW ACCOUNTING CODE ADDED: Account code: 16-P1-32P008X-401CJ1-2505-J1P03FM-1632AD0002-001 Beginning FiscalYear 16 Ending Fiscal Year Fund (Appropriation) P1 Budget Organization 32P008X Program (PRC) 401CJ1 Budget (BOC) 2505 Job # (Site/Project) QP Cost Organization J1P03FM DCN-LineID 1632AD0002-001 Quantity: 0 Amount: \$3,500.00 Percent: 10.11561 Subject To Funding: N Payment Address: RTP Finance Center US Environmental Protection Agency RTP-Finance Center (AA216-01) 109 TW Alexander Drive www2.epa.gov/financial/contracts Durham NC 27711</p> <p>Delivery Location Code: HPOD Wallace Powell US Environmental Protection Agency Ariel Rios Building 1200 Pennsylvania Avenue, N. W. Mail Code: 3803R Washington DC 20460 USA</p> <p>Continued ...</p>				

NAME OF OFFEROR OR CONTRACTOR
SRA INTERNATIONAL, INC.

ITEM NO. (A)	SUPPLIES/SERVICES (B)	QUANTITY (C)	UNIT (D)	UNIT PRICE (E)	AMOUNT (F)
	Payment: RTP Finance Center US Environmental Protection Agency RTP-Finance Center (AA216-01) 109 TW Alexander Drive www2.epa.gov/financial/contracts Durham NC 27711 FOB: Destination Period of Performance: 06/30/2015 to 02/29/2016				